

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, DECEMBER 27, 2022

PRAYER: Brian Guy

PLEDGE OF ALLEGIANCE: Bob Bond

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on December 27, 2022 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Jim Hardison, Deanna Guy, Adam Booth, Barb Hardwick, Ron Peterson and Rob Kinnard. COUNCIL ABSENT: Rob Brash

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Interim Police Chief Scott Bagley, Public Works Director Dale Shipp, Economic Development Director James Gorham, Finance Director Dawn Jennings and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: December 13, 2022 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Booth. Roll Called. AYES: Bond, Booth, Peterson, Guy, Hardison, Kinnard and Hardwick. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Deanna Guy. The Committee met on December 19, 2022 and items discussed will be presented later on the agenda.
- B. Ordinance:** Barb Hardwick. The Committee met on December 21, 2022 and items discussed will be presented later on the agenda.
- C. Public Works:** Ron Peterson. The Committee has not met and therefore nothing to report.
- D. Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. Park Department Liaison:** Deanna Guy. Park Board will not meet until March 2023.

MAYOR'S REPORT: Mayor Wright appointed Jason Nettles to the Planning and Zoning Board. Roll called. AYES: Bond, Booth, Kinnard, Peterson, Hardwick, Hardison and Guy.

NAYS: None. Mayor Wright also met with CA Willim who has kept him informed on City business. Mayor Wright thanked the staff and council members who helped and attended the appreciation breakfast and thanked Dale Shipp and crew for their dedication on making sure all the streets were plowed from the snow.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. Report is not in the packet. CA Willim has been working on the Compensation and Classification Study with McGrath over the past few weeks.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 22-38 AN ORDINANCE IMPOSING A SALES TAX AT A RATE OF THREE PERCENT ON ALL TANGIBLE PERSONAL PROPERTY RETAIL SALES OF ADULT USE MARIJUANA SOLD WITHIN THE CITY OF RICHMOND, MISSOURI, PURSUANT TO ARTICLE XIV, SECTION 2.6(5) OF THE MISSOURI CONSTITUTION SUBJECT TO THE APPROVAL BY THE VOTERS OF THE CITY AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 4, 2023; DESIGNATING THE FORM OF BALLOT; AND DIRECTING THE CITY CLERK TO PROVIDE NOTICE OF SAID ELECTION. Motion for first and second reading by title only of Bill No. 22-38 by Councilor Peterson, second by Councilor Hardwick. Roll called: AYES: Peterson, Hardwick, Kinnard, Booth, Bond, Guy and Hardison NAYS: None. Motion approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill 22-38. Motion to adopt Bill 22-38 as ordinance by Councilor Peterson, second by Councilor Booth. Roll Called. AYES: Peterson, Booth, Bond, Kinnard, Hardison and Hardwick. NAYS: Guy. Bill 22-38 approved 6-1.

- B. Compensation and Benefit Executive Summary Report- McGrath Human Resources Group. The Executive Report explains the methodology of the study, market analysis, the current compensation system and the proposed ranges of salaries for a new compensation system. The study also encompassed a benefit analysis of the City's current offerings as well as a summary of benefits provided by our comparable communities Our compensation system has a specific grade scale for nearly each individual job title. McGrath has proposed a range system and has placed specific jobs within ranges, which in turn creates internal equity between departments. When looking at implementing the updated range system, all employee salaries will be adjusted to at least reach the minimum of the range. The cost for this is \$455,416.08. For employees that are already within the proposed range, this implementation has built in a minimum increase to every employee of 3% to ensure that all employees receive a benefit from the study; which could include the 3% adjustment already given in October. Increasing salaries has an impact on the benefits provided to the employee (FICA, LAGERS, and Workers Compensation). The additional costs associated with these taxable benefits totals \$84,107.45. The full cost of implementation would come to an additional \$157,921.59. This amount is separate from the budgeted increases

assumed in FY23 Budget throughout all funds. In examining the General Fund, implementing the Classification and Compensation Study decreases the projected ending cash balance of the General Fund by \$138,214.04. The figure presented on proportion of difference is 43% of the total towards Fire and Police departments. The implementation does create a year-over-year, financial effect and this cash balance/reserve projection is entirely dependent on conservative growth in both sales taxes and property taxes. McGrath completed a benefit comparison that allows City Administration to consider long term benefits strategy perspective for total compensation. With the 2022 health plans provided, the City benefits fall for single plans within the midrange and below the ranked for family. When looking at the vacation time structure, McGrath found that the City's initial time offered to new employee and maximums are low. The recommended schedule has added a service levels to reward employees with service and include more days for years of completion. This recommendation will be under consideration. McGrath also placed policy recommendations that City Administration will retain for future reference in the event that additional benefits are viewed as necessary (such as PTO, vacation buy-back, and mandatory vacation). Malayna Halvorson Maes from McGrath Consulting presented the full Executive Report and Powerpoint presentation to the Finance Committee on December 19, 2022. Finance Committee recommends to the full Council. Motion to approve the acceptance of study and implementation of salary range and adjustments by Councilor Guy, second by Councilor Peterson. Roll called. AYES: Guy, Peterson, Bond, Hardwick, Booth, Kinnard and Hardison. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 6:50 p.m. by Councilor Guy, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Bond, Peterson, Booth, Hardison and Kinnard. NAYS: None. Motion approved 7-0.


City Clerk, Janelle Neece


Mayor, Mike Wright

